

BUILDING INSPECTOR

DEFINITION:

Under general supervision, performs skilled inspection of residential, commercial and industrial structures; interprets and enforces applicable codes and regulations; performs related work as required.

CLASS CHARACTERISTICS:

Successful performance in this class requires the ability to interpret, explain and apply complex codes and regulations and to deal successfully with developers, contractors and property owners in a variety of face-to-face situations.

IMPORTANT AND ESSENTIAL JOB FUNCTIONS:

1. Conduct field inspections of new and remodeled residential, commercial and industrial structures during construction and upon completion to ensure compliance with various building, electrical, mechanical, and plumbing codes.
2. Check compliance with zoning, disabled, energy conservation and similar regulations.
3. Note deviations from approved plans and specifications or unanticipated problems that have developed in the field and works with the contractor, builder or owner to correct such deficiencies.
4. Review plans and applications for building permits; issue building permits; issue certificates of occupancy.
5. Investigate violations or complaints and discuss difficult problems or disagreements on interpretation with the Chief Building Official.
6. Confer with architects, contractors, builders, and general public in the field, office, and at the counter; explain and interpret requirements and restrictions.
7. Maintain inspection and permit records and files and prepare detailed inspection reports.
8. Participate in training for inspectors and keep current on new codes, ordinances,

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laws, and amendments.

MARGINAL/PERIPHERAL JOB FUNCTIONS:

1. Assist with plan checking and related office assignments on a relief basis.
2. Prepare correspondence, research new or amended codes or regulations, or perform other duties related to the work.

QUALIFICATIONS:

Knowledge of:

1. Applicable city, county, state and federal laws, codes, ordinances and regulations, including the Uniform Building Code, Uniform Plumbing Code, Uniform Mechanical Code, National Electric Code, State Housing Law, basic zoning, grading, and flooding requirements.
2. Building inspection procedures and policies.
3. Typical construction methods and materials.

Skill in:

1. Interpreting, applying and explaining complex codes, laws and regulations.
2. Reading and interpreting construction plans and specifications.
3. Detecting and correcting problems at the earliest stage of construction.

Ability to:

1. Work effectively in outside environments which are often subject to the noise of large equipment and other conditions common to buildings under construction.
2. Exercise initiative and sound independent judgment within general policy guidelines.
3. Establish and maintain effective working relationships with those contacted in the course of the work.
4. Represent the City effectively in meetings with others.
5. Prepare clear, concise and competent reports, correspondence and other written materials.

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JOB REQUIREMENTS:

1. Possession of a valid California Class C driver's license in compliance with adopted City driving standards.
2. Willingness to work out-of-doors in varying weather and the physical capability for sustained walking, standing and climbing.

OTHER QUALIFICATIONS:

1. Equivalent to graduation from high school and two years of experience in any combination of: 1) journey-level craft-work in the construction trades; or 2) plan checking, drafting or other sub-professional engineering work; or 3) inspecting construction in progress.
2. College level course work in a related technical curriculum is highly desired.
3. I. C. B. O. certification as a Building Inspector or Combination Inspector is required.

MACHINES/TOOLS/EQUIPMENT UTILIZED

1. Automobile
2. Two-way radio
3. Reports, forms, pencils and pens
4. Computer monitor, keyboard and printer
5. Copy machines
6. Telephone
7. Keys to City locks
8. Gasoline pumps

PHYSICAL DEMANDS:

1. Mobility
2. Speaking/Hearing
3. Seeing
4. Standing
5. Climbing
6. Lifting up to 25 lbs.
7. Walking

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ENVIRONMENTAL AND ATMOSPHERIC CONDITIONS:

Office Conditions:

1. Indoors: normal office conditions, 50% of the time
 Travel: varying conditions, 50% of the time
2. Noise level: conducive to office setting
3. Lighting: conducive to office setting
4. Flooring: low level carpeting
5. Ventilation: provided by central air conditioning
6. Dust: normal, indoor levels

Field Conditions:

1. Outdoors: varying weather conditions
2. Noise level: varying low to high equipment noise
3. Flooring: asphalt, gravel, grass, dirt, rock, concrete, etc.
4. Dust: normal outdoor, to high outdoor levels - possible exposure to asbestos and insulation particles
5. Space: some possibly confined
6. Hazards: inspection areas may contain exposed electrical wiring and mechanical hazards
7. Fumes: inspections areas may contain gasoline, diesel, and glue fumes